



County Treasurer
Revenues & Benefits Services

ADDRESS:

Your Ref:

Our Ref:

Please ask for: Council Tax

Telephone: (01432) 260360

Fax: (01432) 260484

E-mail: counciltax@herefordshire.gov.uk

Application for a Reduction in Council Tax for People with Disabilities

Before filling in this form please read the notes below and those on page 3.

If you wish to claim this reduction, please complete sections A to E of this form in **CAPITAL LETTERS**, section F should be completed by a doctor or other qualified professional such as an occupational therapist.

Please return the completed form to: **The Council Tax Department, Herefordshire Council, P.O. Box 224, Hereford, HR1 2XW**

If you would like more information, advice or help with the form please contact the Council Tax Department at the above address, by email or on telephone number **(01432) 260360**. Telephone lines are open from 8:45 a.m. until 5:15 p.m. from Monday to Wednesday, from 8:45 a.m. until 4:00 p.m. on Thursday, and 8:45am until 4:45pm on Friday.

A. Address of the property where you are applying for the reduction:

Name of the disabled person (living at the above property)

B. Name of the Applicant (The council taxpayer of the above property)

The Applicant's address (If different from above)

Daytime telephone number: _____

C. Grounds for the Application

Please tick one box per question

Is there:

YES

NO

a) A room which is not a bathroom, kitchen or lavatory which is predominantly used by and required for meeting the needs of the disabled person

b) A second bathroom or kitchen required for meeting the needs of the disabled person

c) A wheelchair used indoors by the disabled person

D. Date on which the above grounds became effective _____

E. DECLARATION BY THE APPLICANT

I declare that the information given in this form is correct to the best of my knowledge and I authorise the Herefordshire Council to verify any information declared should they wish to do so. I understand that I must advise the Council at once if any of the circumstances change.

Signed: _____ Dated: _____

F. THIS SECTION IS TO BE COMPLETED BY A DOCTOR OR OTHER QUALIFIED PROFESSIONAL SUCH AS AN OCCUPATIONAL THERAPIST.

Doctor's full name: _____

Surgery/Hospital Address: _____

Telephone number: _____

I certify that (enter the name of the disabled person) _____ is a qualifying individual for the purposes of the Local Government Finance Act 1992.

Please refer to the note 1 on page 3.

NOTES

1. To qualify for a reduction, a person who is substantially and permanently disabled, whether by illness, injury, congenital deformity or otherwise, must reside in the dwelling.
2. In addition to which, one of the facilities in section C overleaf must be provided and be essential or of major importance to the disabled person's well being, taking into account the nature and extent of the disability.
3. Any reduction will be given by basing the Council Tax bill on a lower valuation band to that which has been assessed for the dwelling by the Listing Officer of the Inland Revenue. For instance, if the dwelling has been valued within Band C and a disability reduction is granted then the Council Tax bill would be based on Band B. Only from 1 April 2000 is it possible to receive a reduction for Band A properties. The reduction will be calculated as 1/9 of the charge for a band D property.
4. In assessing the application the authority will need to be satisfied that:
 - a) There is a resident in the dwelling who is DISABLED and who needs either space for a wheelchair to be listed within the dwelling, or an additional kitchen, bathroom or other room, AND
 - b) That this space or room is ESSENTIAL OR OF MAJOR IMPORTANCE TO THE WELL BEING OF THE DISABLED RESIDENT because of the nature and extent of the disability.

You do not have to complete this form unless you wish to claim a discount but if you provide false information you may be subject to a penalty of £50 and prosecution under the Theft Act 1978.

Any information provided will be treated in the strictest confidence but may be stored on computer and is therefore subject to the provisions of Data Protection legislation.